

## **STUDENT CONCERNS, COMPLAINTS AND GRIEVANCES**

Code **JII-R** Issued **6/05**

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The student (“grievant”) who wishes to file a concern, complaint or grievance (“grievance”) should comply with the following procedure.

- The grievance should be brought to the attention of a teacher or administrator who will provide the grievant and/or his/her parent/legal guardian the opportunity to discuss a decision or situation which the student considers unjust or unfair.
- If the incident remains unresolved, the grievant and/or his/her parent/legal guardian or the teacher may bring the matter to the principal’s attention for consideration and action.
- The student may bring a school-wide matter, when appropriate, to the attention of class officers or the student council for possible presentation to the principal.
- If the matter remains unresolved after the procedure outlined above, the grievant may bring the issue to the superintendent or his/her designee for consideration.
- Should the grievant be dissatisfied with the decision of the superintendent or his/her designee, the grievant may file an appeal with the board. Such an appeal must be in writing and filed with the superintendent within 10 working days following receipt of the decision of the superintendent or his/her designee. The superintendent will present the request for a grievance appeal to the board at a subsequent meeting.

A grievance hearing before the board lies within the sole discretion of the board. The grievant will be notified within a reasonable time of the board’s decision regarding whether or not it will hear the appeal. Should the board decide to discuss the grievance with the grievant, said discussion will be informal and non-adversarial.

### **Title VI, Title IX, Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act**

The grievance procedures set forth above are to be used to process student complaints based on alleged violations of Title VI of the Civil Rights Act of 1964; Title IX of the Education Amendment Act of 1972; Section 504 of the Rehabilitation Act of 1973; and Title II of the Americans with Disabilities Act of 1990 referred to as "civil rights grievances". The superintendent’s designee will be the appropriate administrator designated as the district’s Title IX and Title VI Coordinator or the Section 504 and Americans with Disabilities Act Coordinator.

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